

ADMINISTRATIVE
RECORD**-WORK NOTES -****EPA O&M – Meeting #11****January 12, 2005****Venture Fireside Room****AT A GLANCE****NEXT MEETING: February 9th, 2005; 7:00 am – 9:00 am
Venture Inn – Room TBA****Actions Needed/Agenda for Next Meeting****Wendy:**

- Continue work on Draft homeowner/contractor/tradesman fact sheets

Jim/Peggy

- Realtor's meeting – revisit the flyer, homeowners' concerns list as resource too?
- Contractor's meetings (also HazMat training and include Firemen)?
- Pre-Post Condition Agreements (Cracks in the driveway, damage to septic, etc.)
- Site condition information pipeline
- Community Resource Specialist(s) concept/progress

Ron:

- Stove replacement concerns, financing and progress update

FROM THE January 12, 2005 MEETING**Attending**

The Operations and Maintenance Team members present: Peggy Churchill, Ron Anderson, Charlene Leckrone, Wendy Thomi, Jim Christiansen and Catherine LeCours. Leroy Thom, Mike Noble and Gordon Sullivan joined us as guests and provided an update from TAG. Facilitator: Sandy Matheny

The Agenda

After opening with some 'highlights and insights' since November, we discussed:

1. A proposal TAG people are considering for a Community Resource Specialist
2. Stove replacement concerns – County (due to non-attainment status)
3. Update on Johnson Acres project
4. Approaches to homeowner and contractor/tradesman fact sheets
5. Realtor's and Contractors/Tradesman meetings

1. Community Resource Specialist possibilities

Several thoughts were offered:

- Fact sheets would be a tool for this effort
- This could be a local government role – perhaps with a cooperative agreement and other funding sources?
- This would help fill a stable long-term need in O&M
- May include HazMat training
- Perhaps this person(s) would have an equipment resource (HEPA vacs, etc.) to assist
- Would not do clean-up. Would be a 'go-to' person for advice and assistance.
- Seems a natural area of need where O&M and TAG interface

2. Stove Replacement Concerns

- Non- attainment status – PM 2.5, 82% caused by wood burning.
- Approximately 1600 stoves need to be removed/changed out.
- Estimated \$1.5 million in costs (State \$500 tax incentive is currently in place)
- Various funding options are being explored
- Some funding options will be know by late Jan/early Feb.
- Will this pay for removal even if not replaced, low income or everybody?, etc.
- A joint city/county resolution is needed to prohibit non-permitted stoves. (May be by emission limits and /or manufacture date).
- HFBA (Hearth, Fireplace, and Bar-b-que Association) is willing to work with contractor training, reduced unit costs

3. Johnson Acres Update

Contract has been awarded. Notice to proceed will probably be issued in March. Costs increases were primarily due to rising steel and plastic prices.

4. Homeowner and Contractor and Tradesman Fact Sheets

It was decided there will be three fact sheets; one for each: Homeowners, contractors and tradesmen. In general:

- Homeowner – both indoor and outdoor concerns
- Contractor – primarily outdoor concerns
- Tradesmen – primarily indoor concerns
- Keep it simple, common sense if we can. Don't cite a plethora of regs.
- Address what EPA can/will do now versus later

5. Realtor's Meeting and Contractor/Tradesman Meeting

We will Draft (and probably re-draft) the fact sheets now and refine and finalize them in the upcoming Realtor and Contractor/Tradesman meetings. See November notes for Lists of concerns for homeowners and contractors and for meeting ideas.